



**STATE OF TENNESSEE
COMPTROLLER OF THE TREASURY
OFFICE OF STATE ASSESSED PROPERTIES**

**James K. Polk State Office Building
505 Deaderick Street, Suite 1700
Nashville, Tennessee 37243-0281**

osap.osap@state.tn.us

Phone (615) 401-7900

FAX (615) 532-8666

February 4, 2003

Enclosed is the **2003 AD VALOREM TAX REPORT** to be completed by your company. Tennessee Code Annotated, Section 67-5-1301 provides, in pertinent part, that the Comptroller of the Treasury shall, for ad valorem taxation purposes, annually assess the properties of railroad, private car, airline, water transportation, utility, motor carrier, and telephone companies.

1. Your report and any additional correspondence should be mailed to the above address. If you need additional reports you may obtain them by going to our web site at www.comptroller.state.tn.us/sap/advalorem.htm.
2. Your report must be received by the Comptroller of the Treasury no later than **April 1, 2003**. There is a penalty of one hundred (\$100) dollars for each and every day such owner is delinquent in filing said statement or schedule with the Comptroller. See TENNESSEE CODE ANNOTATED, SECTION 67-5-1317.
3. Any additional information you wish to submit to assist the Office of State Assessed Properties in its assessment of your company should be placed on 8 ½ x 11 paper.
4. **A COPY OF THE COMPLETED REPORT SHOULD BE RETAINED FOR YOUR FUTURE REFERENCE. A TWENTY-FIVE DOLLAR (\$25.00) FEE IS CHARGED FOR COPIES OF REPORTS REQUESTED FROM THIS OFFICE**

Should you have inquiries concerning this matter, feel free to contact this office at (615) 401-7900.

Sincerely,

Barry M. Murphy, CAE
Director

BMM/dlt
Enclosure

GENERAL INSTRUCTION SHEET

1. This report must be completed in proper form (typed or legibly printed) and must be **filed with the Comptroller of the Treasury on or before April 1, 2003. A copy should be retained in your files for future reference.**
2. **ROUND ALL DOLLAR FIGURES TO WHOLE DOLLARS!**
3. **NO SHEET OR SECTION SHOULD BE LEFT BLANK.** If a sheet or section does not apply to your company, indicate so by placing the words “**inapplicable**” or “**none.**” **INCOMPLETE REPORTS WILL BE RETURNED!**
4. **FAILURE** to file a complete report will result in a **FORCED ASSESSMENT.** Tennessee Code Annotated, Section 67-5-1317 states:

“The Owner of any such property refusing or failing to file such schedules and statements shall be deemed to have waived the mode and manner of ascertaining the value of such property, and of the distribution or allocation by the Comptroller of the Treasury of such valuation or assessment to the various counties and municipalities of the State of Tennessee for the purposes of county and municipal taxation, and shall not be permitted to be heard in opposition to the valuation fixed upon said property by the Comptroller, nor in opposition to the distribution or allocation of same by the Comptroller to the various counties and municipalities for the purposes aforesaid; and may, at the discretion of the Comptroller, in addition, be liable to a penalty of one hundred dollars (\$100) for each and every day which such owner is delinquent in filing said statement or schedule.”

5. MC – 2, MC – 3, and MC – 4 provides statements of the financial position of your company. These forms should be completed in conformity with generally accepted accounting principles. **ANY REPORT FILED WITH INCOMPLETE OR SUBSTITUTE FINANCIAL INFORMATION WILL BE RETURNED.**
6. MC – 5 provides a summary of the company’s carrier operating property, owned, leased, or used. Care should be taken to provide consistent information on MC – 5 with the information provided on MC – 5A, MC – 5B, MC – 5C. **The cost to be reported should be the original undepreciated cost if purchased new, or the acquisition cost if purchased used.**
7. MC – 5A provides detail information on **ALL System Revenue Equipment owned** as of December 31, 2002. Back-up detail information may be attached to the report with totals from each type submitted on the enclosed form. If additional reporting space is needed, Page MC – 5A may be copied and attached. **The new cost to be reported should be the original undepreciated cost to the lessor if purchased new, or the acquisition cost if purchased used.**
8. MC – 5B provides detail information on **ALL System Revenue Equipment leased or used** as of December 31, 2002. If the actual Gross Cost is not available, reasonable estimates will be considered if adequate detail information is provided. Back-up detail information may be attached to the report with totals from each type submitted on the enclosed form. If additional reporting space is needed, Page MC – 5B may be copied and attached. **The new cost to be reported should be the original undepreciated cost to the owner or lessor if purchased new, or the acquisition cost if purchased used.**

GENERAL INSTRUCTION SHEET
(continued)

9. MC – 5C provides detail information on ALL Tennessee Revenue Equipment owned, leased, or used as of December 31, 2002. This equipment should be based or domiciled in Tennessee. **THE NAME AND LOCATION OF THE LESSOR OF EACH ITEM MUST BE GIVEN.** If the actual Gross Cost is not available, reasonable estimates will be considered if adequate detail information is provided. Back-up detail information may be attached to the report with totals from each type submitted on the enclosed form. If additional reporting space is needed, Page MC – 5C may be copied and attached. **The new cost to be reported should be the original undepreciated cost or cost acquired not new.**
10. MC – 6 provides detail of all real and personal property (**owned, leased, or used**) **BY LOCATION.** One (1) page should be submitted for **EACH LOCATION.** Special attention should be given in listing the physical location of the property reported. If additional reporting space is needed, Page MC – 6 may be copied and attached.
11. **LEASEHOLD IMPROVEMENTS** should be detailed on MC – 6. The name of the lessor must be given.
12. MC – 7 is used to determine where you pay your property tax. Failure to supply proper and complete information will result in an arbitrary distribution of assessment.
13. MC – 8 requires a listing of all purchases and sales of Tennessee real property occurring during the year 2002.
14. MC – 9 requires a listing of all real property under construction. This listing will include all real property currently under construction or construction expected to be completed by September 1 of this year. Be sure to include the county and city where located, map reference and property owner, description of improvement, and the construction cost.
15. Tangible personal property classified as construction work in progress **“for federal income tax purposes”** may be reported at **fifteen percent (15%) of its cost** as reported for federal income tax purposes. **Provide supporting documentation identifying tangible personal property construction in process in this account. DO NOT INCLUDE INVENTORY INVESTMENTS IN THESE AMOUNTS.**
16. **Any additional information, schedules, etc., provided by your company must be submitted on LETTER SIZE PAPER (8.5” x 11”).**
17. **IT IS IMPERATIVE THAT THE AFFIDAVIT PAGE BE SIGNED AND NOTARIZED. IF NOT, THE REPORT WILL BE RETURNED.**

*****SPECIAL INFORMATION REQUEST*****

18. In an effort to assure property accountability compliance, please provide the Office of State Assessed Properties with documentation supporting entries on the Ad Valorem Tax Report on lines 9A and 9B of MB-1 for the following: **Tennessee Mileage and System Mileage.** This information is readily obtained from your IFTA (International Fuel Tax Agreement) year-end report. The information is to be summary in nature and on a fleet basis. **DO NOT REPORT ON A VEHICLE-BY-VEHICLE BASIS.**



STATE OF TENNESSEE

2003

AD VALOREM TAX REPORT



EXACT NAME OF COMPANY FILING THIS REPORT

STREET NUMBER, CITY, STATE & ZIP CODE OF COMPANY'S PRINCIPLE OFFICE

STREET NUMBER, CITY, STATE & ZIP CODE OF COMPANY'S PRINCIPLE OFFICE **IN TENNESSEE**

() PHONE () FAX EMAIL

MAIL TO:

COMPTROLLER OF THE TREASURY
OFFICE OF STATE ASSESSED PROPERTIES

James K. Polk State Office Building, Suite 1700

505 Deaderick Street

Nashville, Tennessee 37243-0281

(615) 401-7900 FAX (615) 532-8666

osap.osap@state.tn.us

**** THIS REPORT MUST BE FILED WITH THIS OFFICE BY APRIL 1, 2003****

1. Company name _____
Doing business as _____
2. **Primary physical Tennessee location** _____
- 2A. Please indicate if business location is inside or outside city limits _____ **INSIDE** _____ **OUTSIDE**
3. Is company _____ **INDIVIDUAL?** _____ **PARTNERSHIP?** _____ **CORPORATION?** _____ **OTHER?**
4. If a **CORPORATION** or **OTHER** similar enterprise, supply the following information:
Under laws of what state organized _____; Date organized _____
5. List names and addresses of:
PRESIDENT: _____

SECRETARY: _____

TREASURER: _____

6. Is carrier **COMMON** _____ **OR CONTRACT** _____ **ICC# or FHWA#** _____ **USDOT#** _____
A. Is it necessary for your company to hold motor carrier authority to conduct its primary business? Specifically, does your company hold itself out to the public for hire?
_____ **YES** _____ **NO**
B. If your company is not required to hold motor carrier authority, what percentage of your revenues are derived from trucking operations? _____
7. Principal commodity transported _____
8. Type of equipment usually operated in Tennessee _____
9. Mileage Information: Total miles for all over-the-road vehicles operated:
A. In Tennessee during the year ended Dec. 31, 2002 _____
B. Everywhere (System including Tennessee) during the year ended Dec. 31, 2002 _____
C. Ratio of Tennessee mileage-to-mileage everywhere (System) (Divide 9A by 9B) _____ %
10. Special questions regarding this report should be directed to:
NAME: _____
TITLE: _____
ADDRESS: _____
CITY, STATE &
ZIP: _____
PHONE NUMBER: _____
FAX NUMBER: _____

10. If any of the following apply to your company, give details on an **8.5" x 11"** attachment.
- A. If company was formed by consolidation or merger during 2002, **furnish name of company, name of authorizing regulatory body, identification number for such authorization, and date consummated.**
 - B. List companies acquired during 2002, and **furnish name of authorizing regulatory body, identification number for such authorization, and date consummated.**
 - C. If operations of any above companies are included in this report, **furnish names & periods of operations covered.**

(ALL OPERATIONS & PROPERTY LISTED IN 10A & 10B ABOVE MUST BE INCLUDED IN THIS REPORT)

BALANCE SHEET**ASSETS**

		AS OF DECEMBER 31	
		<u>2002</u>	<u>2001</u>
<u>Item</u>	<u>Current Assets</u>		
1.	Cash, Deposits, & Temporary Investments	\$	\$
2.	Notes Receivable - Officers, Stockholders & Employees		
3.	Notes Receivable - Others		
4.	Receivable From Affiliated Companies		
5.	Accounts Receivable - Customer & Interline (Net)		
6.	Accounts Receivable - Officers, Stockholders & Employees		
7.	Accounts Receivable - All Other		
8.	Prepayments (Licenses & Taxes)-----		
	-		
9.	Materials, Supplies & Other Current Assets		
10.	Deferred Income Tax Charges		
11.	Total Current Assets -----	\$	\$
	--		
	<u>Tangible Property</u>		
12.	Carrier Operating Property	\$	\$
13.	LESS: Accumulated Depreciation		
14.	Carrier Operating Property - Leased to Others		
15.	LESS: Accumulated Depreciation		
16.	Property Used in Other Than Carrier Operations		
17.	LESS: Accumulated Depreciation & Amortization		
18.	Total Tangible Property	\$	\$
19.	Total Intangible Property (Organization, Franchises, Permits, etc.)	\$	\$
	<u>Investments & Advances</u>		
20.	Investments & Advances - Affiliated Companies	\$	\$
21.	Undistributed Earnings - Affiliated Companies		
22.	Net - Investments & Advances - Affiliated Companies	\$	\$
	<u>Deferred Charges</u>		
23.	Total Investments & Advances	\$	\$
24.	Deferred Debts		
25.	Accumulated Deferred Income Tax Charges		
26.	Clearing Accounts		
27.	Total Deferred Charges	\$	\$
28.	TOTAL ASSETS	\$	\$

BALANCE SHEET**LIABILITIES**

		AS OF DECEMBER 31	
		<u>2002</u>	<u>2001</u>
<u>Item</u>	<u>Current Liabilities</u>		
1.	Notes Payable & Matured Obligations	\$	\$
2.	Payables to Affiliated Companies-----		
3.	Accounts Payable, Officers, Stockholders & Employees-----		
4.	Accounts & C.O.D.'s Payable-----		
	-		
5.	Salaries & Wages Payable-----		
	-		
6.	Accrued Taxes-----		
	--		
7.	Other Current & Accrued Liabilities-----		
	-		
8.	Current Equipment Obligations & Other Debt		
9.	Estimated Liabilities Accrued		
10.	Deferred Income Tax Credits		
11.	Total Current Liabilities	\$	\$
	<u>Other Liabilities</u>		
12.	Advances Payable - Affiliated Companies	\$	\$
13.	Other Advances Payable		
14.	Other Long-Term Debt Due After One Year-Fixed Rate		
15.	Other Long-Term Debt Due After One Year-Floating Rate		
16.	Deferred Credits & Estimated Liabilities		
17.	Accumulated Deferred Income Tax Credits		
18.	Total Liabilities	\$	\$
	<u>Owners Equity or Capital</u>		
19.	Equity of Minority Stockholders of Subsidiaries	\$	\$
20.	Capital Stock - Preferred		
21.	Capital Stock - Common		
22.	Additional Paid in Capital		
23.	Retained Earnings & Net Unrealized Loss on Securities		
24.	LESS: Treasury Stock		
25.	Proprietary or Partnership Capital		
26.	Total Owners' Equity or Capital	\$	\$
27.	TOTAL LIABILITIES & EQUITY	\$	\$

INCOME STATEMENT**AS OF DECEMBER 31****2002****2001**

<u>Item</u>	<u>Operating Revenues</u>		
1.	Freight Revenue	\$	\$
2.	Moving Revenue		
3.	Other Revenue		
4.	Total Operating Revenues	\$	\$
	<u>Operating Expenses</u>		
5.	Total Salaries - Officers & Supervisors	\$	\$
6.	Total Wages & Misc. Paid Time-off - Other		
7.	Total Fringe Benefits		
8.	Total Operating Supplies & Expenses		
9.	Total General Supplies & Expenses		
10.	Total Operating Taxes & Licenses		
11.	Total Insurance Expense		
12.	Total Communication & Utilities Expense		
13.	Total Depreciation & Amortization		
14.	Total Equipment Rents & Purchased Transportation		
15.	Total Building & Office Equipment Rents		
16.	Total Gain/Loss on Disposal of Operating Assets		
17.	Total Miscellaneous Expenses		
18.	Total Operating Expenses	\$	\$
19.	Net Carrier Operating Income	\$	\$
	<u>Other Income (Expenses)</u>		
20.	Income From Non-Carrier Operations	\$	\$
21.	Expense From Non-Carrier Operations		
22.	Interest & Dividend Income		
23.	Other Non-Operating Income (Deductions)		
24.	Gains (Losses) on the Sale of Operating Assets		
25.	Interest on Long Term Debt		
26.	Total Other Income (Expenses)	\$	\$
27.	Ordinary Income Before Taxes	\$	\$
	<u>Taxes</u>		
28.	Income Tax Payable (Federal, State, Other)	\$	\$
29.	Deferred Taxes		
30.	Total Provision for Income Tax	\$	\$
31.	Ordinary Income (Loss) After Taxes	\$	\$
32.	Total Extraordinary Items & Accounting Changes	\$	\$
33.	NET INCOME (LOSS)	\$	\$

CARRIER OPERATING PROPERTY - SUMMARY

MC – 5

Submit below the **new cost** (gross original cost before depreciation) for property and equipment purchased or acquired new or the **used cost** (cost when acquired) for carrier property and equipment used or held for use in carrier operation at the beginning and close of 2002.

Include under Revenue Equipment (Leased) all equipment leased by carrier or otherwise controlled and operated under carrier's Federal Highway Authority, former I.C.C. or State Authority, as of December 31, 2002.

***ESTIMATE IF ACTUAL COST IS NOT AVAILABLE**

ALL STATES

TENNESSEE

Item No.	Type of Property	No. of Items	Balance at Beginning of Year	Additions During Year	Retirements During Year	No. of Items	Balance at Close of Year	Balance at Close of Year
Revenue Equipment (Owned)								
1.	Trucks	_____	_____	_____	_____	_____	_____	_____
2.	Truck - Tractors	_____	_____	_____	_____	_____	_____	_____
3.	Van - Trailers	_____	_____	_____	_____	_____	_____	_____
4.	Tank, Ref. & Special Trailers	_____	_____	_____	_____	_____	_____	_____
5.	Other Revenue Equipment	_____	_____	_____	_____	_____	_____	_____
	TOTAL	_____	_____	_____	_____	_____	_____	_____
Revenue Equipment (Leased or Used)								
6.	*Trucks	_____	_____	_____	_____	_____	_____	_____
7.	*Truck - Tractors	_____	_____	_____	_____	_____	_____	_____
8.	*Van - Trailers	_____	_____	_____	_____	_____	_____	_____
9.	*Tank, Ref. & Special Trailers	_____	_____	_____	_____	_____	_____	_____
10.	*Other Revenue Equipment	_____	_____	_____	_____	_____	_____	_____
	TOTAL	_____	_____	_____	_____	_____	_____	_____
Personal Property (Owned, Leased, or Used)								
11.	Furniture & Fixtures	_____	_____	_____	_____	_____	_____	_____
12.	Computer & Other Office Equipment	_____	_____	_____	_____	_____	_____	_____
13.	Tools	_____	_____	_____	_____	_____	_____	_____
14.	Repair Parts	_____	_____	_____	_____	_____	_____	_____
15.	Shop & Garage Equipment	_____	_____	_____	_____	_____	_____	_____
16.	Miscellaneous Equipment	_____	_____	_____	_____	_____	_____	_____
17.	Non-Revenue Equipment	_____	_____	_____	_____	_____	_____	_____
18.	Other: _____	_____	_____	_____	_____	_____	_____	_____
	TOTAL	_____	_____	_____	_____	_____	_____	_____
Real Property (Owned)								
19.	Land & Land Rights	_____	_____	_____	_____	_____	_____	_____
20.	Structures	_____	_____	_____	_____	_____	_____	_____
21.	Construction in Progress	_____	_____	_____	_____	_____	_____	_____
22.	Leasehold Improvements	_____	_____	_____	_____	_____	_____	_____
	TOTAL	_____	_____	_____	_____	_____	_____	_____

Identify any listed revenue equipment which was leased to another regulated carrier as of December 31, 2002, and indicate on an attachment the name and home office of that carrier.

***GROSS COST BEFORE DEPRECIATION**
****COST WHEN ACQUIRED NOT NEW**

Identify any listed revenue equipment leased to another regulated carrier as of December 31, 2002, and indicate on an attachment the name and home office of that carrier.

[illegible]

***GROSS COST BEFORE DEPRECIATION** (Estimate if actual cost is not available)

****COST WHEN ACQUIRED NOT NEW**

TENNESSEE REVENUE EQUIPMENT OWNED, LEASED, OR USED AT CLOSE OF YEAR 2002

List all Tennessee based or domiciled equipment owned, leased, or used by your company from individuals, companies or agents as of December 31, 2002. (Type equipment to be detailed: trucks, truck-tractors, van-trailers, tank, refrigerated and special trailers, and other revenue equipment). Each detailed type must be totaled. **Totals for each type must agree with line totals in the Tennessee Balance at Close of Year column (page MC – 5, lines 6-10).**

[illegible]

***GROSS COST BEFORE DEPRECIATION**

(Estimate if actual cost is not available)

****COST WHEN ACQUIRED NOT NEW**

REAL & PERSONAL PROPERTY (OWNED, LEASED, OR USED) - LOCATED IN TENNESSEE

List all real and personal property, other than over-the-road revenue equipment, by location. [Include: **owned, leased, or used** furniture & fixtures, computer & other office equipment, tools, repair parts, shop and garage equipment, any miscellaneous equipment, non-revenue equipment (service, pick-up and delivery equipment, and owned or leased company cars) land, buildings, leasehold improvements (**give name of lessor**) etc.] **Totals for each type must agree with line totals in the Tennessee Balance at Close of Year column (page MC - 5, lines 11-22).**

ADDRESS: _____

COUNTY: _____ **CITY (If inside corporate limits):** _____

[illegible]

***If the use of this property is other than Motor Carrier, please indicate its use.**

****Gross cost before depreciation.**

FOR OWNED LAND AND BUILDINGS, PLEASE ATTACH A LEGAL DESCRIPTION OF THE PROPERTY.

DISTRIBUTION OF ASSESSMENT FOR TENNESSEE ONLY DURING 2002

Please indicate the Tennessee physical location of truck, tractor or trailer when not traveling over the road. Please indicate if location is county only. If located in city please list county and city. Please list County & City of Tennessee owner/operators.

[illegible]

PURCHASES AND SALES OF TENNESSEE PROPERTY

List all purchases and sales of Tennessee real property (including Telecommunications Towers) that occurred during the year 2002. Give all applicable information for each transaction separately. (You may copy pages as needed) **Please attach a copy of the warranty deed or sales contract.**

PURCHASES**Date of Purchase:**

County / City:

Assessor's Tax Map & Parcel Number:

Purchase Price:

Physical Address:

Description of property:

Grantor (seller):

Type of Improvement:

SALES**Date of Sale:**

County / City:

Assessor's Tax Map & Parcel Number:

Sale Price:

Physical Address:

Description of Property:

Grantee (buyer):

Type of Improvement:

REAL PROPERTY UNDER CONSTRUCTION

Tennessee Code Annotated 67-5-503 provides that, “if, after January 1 and before September 1 of any year, an improvement or new building is completed and ready for use or occupancy... the assessor of property shall make or correct the assessment of such property, on the basis of the value of the improvement at the time of its completion...”

List all real properties under construction or properties that **will be** completed by September 1, 2003

[illegible]

AFFIDAVIT

STATE OF _____)

COUNTY OF _____)

I, _____, being the OWNER, PRESIDENT,
SECRETARY, AND /OR PARTNER OF _____,

do hereby swear and affirm that the foregoing Ad Valorem Tax Report for the year two
thousand three has been prepared from only the original books, papers, and records of said
respondent under my direction in accordance with Tennessee Code Annotated, Section 67-
5-1316, and is true and correct to the best of my knowledge and belief.

FURTHER THE AFFIANT SAITH NOT.

NAME

OFFICIAL CAPACITY

Sworn to and subscribed before me on this the _____ day of _____, 2003.

NOTARY PUBLIC

My Commission Expires: _____